

**Visiting Student
Credit Authorization Form**

Last Name: _____ First Name: _____ Student ID Number: _____

Expected Graduation Date: _____ Phone Number: _____ E-mail Address: _____

Student Signature: _____ Date: _____

I request permission to receive academic credit at Maurice A. Deane School of Law School for courses that I will take at the following law school:

Name of Law School: _____ Address: _____

I plan to take the courses from _____ to _____ in _____
month/year month/year location

Course Name	Semester Credits
_____	_____
_____	_____
_____	_____
_____	_____

Why do you want to take these courses? _____

There will be no academic credit granted at the Law School for any studies done elsewhere at the University unless the studies are part of a program approved by the Law School or the student has obtained prior permission from the Associate Dean for Academic Affairs. There will be no academic credit granted for studies at other law schools except in the case of a transfer student or a student who has obtained prior permission from the Associate Dean for Academic Affairs. Permission to visit at another school will be granted only under extraordinary circumstances. Such circumstances include, for example, a death or extreme illness in the student's immediate family that necessitates a move to another city in order to alleviate severe financial, medical, or other stress, and similar situations. (This policy does not apply to requests to attend a summer study abroad program sponsored by another law school. Such requests will generally be approved, provided the program in question is approved by the ABA.) In any event, credit will be awarded only for courses that are graded by letter or number, and not Pass/Fail, and the student receives a letter grade of C, or its equivalent, or the minimum average required for graduation by the school at which the courses are taken, whichever is higher. Grades earned in courses taken at other law schools or at other schools of Hofstra University will not be counted in the computation of a student's gradepoint average.

By signing below, I understand that I will be awarded academic credit at Maurice A. Deane School of Law only for courses where all students are graded by letter or number, and not Pass/Fail, and for courses that in which I receive a letter grade of C, or its equivalent, or the minimum average required for graduation by the school at which the courses are taken, whichever is higher. I further understand that the grade from the school where I visit will not appear on my Law School transcript and will not affect my cumulative grade point average at the Law School. I also understand that it is my responsibility to ensure that the sponsoring school is running an ABA accredited program and forwards my final transcript to Hofstra Law. Finally, I understand that I am not permitted to receive credit for courses that substantially cover materials from courses I have already taken.

Please attach a description of each course to this sheet and return to the Office of the Associate Dean for Academic Affairs, Suite 244.

DO NOT WRITE BELOW THIS LINE

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_____ **REQUEST APPROVED** _____ **REQUEST NOT APPROVED**

_____ **REQUEST APPROVED WITH THESE MODIFICATIONS**

Date _____ Associate Dean for Academic Affairs Signature _____